

9-6-1952

## Board of Trustees Minutes, September 6, 1952

Eastern Washington College of Education

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MINUTES FOR THE MEETING OF THE BOARD OF TRUSTEES  
Eastern Washington College of Education  
Saturday, September 6, 1952  
Davenport Hotel, Spokane

The Board of Trustees convened in their September meeting at 1:30 p.m. in the Davenport Hotel, Spokane. Those present were: J. Harold Anderson, chairman, Charles A. Gonser, member, W. W. Force, secretary, and Dr. Otis W. Freeman, president of the college.

MINUTES

The minutes for the meeting of July 19, 1952, were read and approved.

APPOINTMENTS

The following appointments were approved:

Donn M. Steen, printer, transfer from hourly rate to \$350.00 per month, effective September 1, 1952  
Zygmunt J. Gasiorowski, Ph. D., Assistant Professor of History, at \$4500, as replacement for Dr. Campbell  
Helen Kesner, assistant director of the dining hall, at \$3600 plus room and board, as replacement for Mrs. Thompson  
Dr. N. Wm. Newsom, Assistant Professor of Secondary Education, at \$4800  
Wayne O. Hill, acting instructor, College Elementary School, at \$4200 for one year, as replacement for Mr. Zaffaroni  
Mrs. Ethel VandeBerg, instructor in kindergarten, College Elementary School, at \$4200 for one year,  
Wm. D. Weaver, assistant counsellor in Psychology Clinic, at \$90.00 per month for nine months  
Mrs. Pauline Carpine, clerk in Comptroller's Office, at \$160 per month, effective August 18  
Elaine Migvar, secretary half-time, Deans' Office, at \$75 per month, effective August 18  
Barnell Sinn, secretary half-time Deans' Office, at \$75 per month, effective September 3  
Joy Trescott, secretary in Placement Office, at \$175 per month, effective August 1, replacing Mrs. Shelquist  
Helen Skow, janitress, at \$150 per month, effective August 1, replacing Mrs. Aldrich

INCREASES IN SALARY

The following increases were approved:

Ruth Kriehn, instructor in physical education, from \$4100 to \$4400, following a year's study in Germany

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Mrs. Viola Lincecum, from clerk to cashier, at \$200 per month, as of August 1, to be increased to \$210 December 1

Nance Waller Nelson, from \$160 to \$170 per month, as of September 1, to be raised to \$175 per month December 1

Janice Edwards Gesche, Placement Office, from \$160 to \$170 as of September 1

Harve L. Jordan, janitor Elementary School, from \$200 to \$210 as of September 1

Walter Rupp, janitor Fieldhouse, from \$210 to \$220 as of September 1

James Bramble, groundsman, from \$210 to \$220, as of September 1

## RESIGNATIONS

The following resignations were accepted:

Dr. Donald R. Campbell, associate professor of history

Mrs. Lois Thompson, assistant director of dining hall

Mrs. Jean Shelquist, secretary Placement Office

Mrs. Gilda Bauer, cashier

Mrs. Gladys Aldrich, janitress

Mrs. Billie Howard, secretary Deans' Office

## LEAVE OF ABSENCE

Leave of absence for one year was granted Mr. Joe Zaffaroni, assistant professor College Elementary School

## FINANCIAL REPORT

Dr. Freeman presented the financial report by the Comptroller, copy of which is attached, showing that, with the present salary scale, there will be a balance of \$45,459.07 in the salary and wages appropriation. This balance is available for salary increases for the remainder of the biennium.

## SEPTEMBER SALARY INCREASES

The Board approved the salary increases for the staff as indicated on the attached sheets, with the stipulation that these be effective for the seven months, beginning with September 1, 1952, through the remainder of the biennium, March 31, 1953. Continuation of these increases after that date will be dependent upon appropriations by the Legislature.

## SEATTLE MEETING ON CAPITAL REQUESTS

Dr. Freeman reported that he, Mr. Frasier and Dr. Force were to attend a meeting of the five higher institutions of the state in Seattle to consider capital requests to be submitted to the Legislature. The meeting is to be held at 10:00 a.m., in the Administrative Center of the Seattle Public Schools.



PAY FOR ROTC STAFF

It was moved and seconded that the enlisted men attached to the ROTC unit be authorized to receive \$15.00 per month for services rendered the college, provided such payment seems desirable to the administration. Motion carried.

SETTLEMENT OF THE NEW DORMITORY CONTRACT

Dr. Freeman announced that, in an effort to bring to a final settlement the contract connected with the construction of the new dormitory, Mr. George Rasque, college architect, had agreed to assume the responsibility for repair to seven unacceptable manholes installed by Arnold & Jeffers.

USE OF DORMITORY DINING HALL

The Board of Trustees approved the use of the dining hall in the new dormitory by members of a district meeting of the Congregational Church, with the understanding that this will be the last time it is to be used by an outside group and that there will be no advertising in connection with its use.

NEXT MEETING DATE

The date of October 11, 1952, at 9:00 a.m. in the President's Office, Cheney, was set for the next meeting of the Board of Trustees.

ADJOURNED

APPROVED

J. Harold Anderson  
J. Harold Anderson  
Chairman

W. W. Force  
W. W. Force  
Secretary



# RECOMMENDATIONS FOR SEPTEMBER, 1952, INCREASES

Recommend that

- (1) All the clerical and maintenance staff, and cafeteria employees be granted an increase of \$8.33 per month
- (2) All instructors be granted an increase of \$100 per year
- (3) All assistant professors be granted an increase of \$200 per year
- (4) All associate professors and professors be granted an increase of \$400 per year
- (5) Raises for administrative staff as per attached sheet
- (6) Half-time employees to receive one-half of these raises

Estimates of expense for these recommendations for seven months are:

Administration - - - - -	\$3,800	
Newsom (new) - - - - -	3,360	
Steen (transfer from hourly rate) - - - - -	700	
Assistants (lab, etc.) - - - - -	3,500	
Student payroll - - - - -	7,000	
23 professors and associate professors at \$400 per year - - - -	\$9,200	
40 assistant professors at \$200 per year - - - - -	8,000	
22 instructors at \$100 per year - - - - -	<u>2,200</u>	
	19,400	13,580 (7 mos)
48 clerical and maintenance employees at \$100 per year - - - -	4,800	<u>2,800</u> (7 mos)
Total - - - - -		37,740.00
Reserve - - - - -		<u>10,719.07</u>
		45,459.07

EASTERN WASHINGTON COLLEGE OF EDUCATION  
September, 1952, increases

ADMINISTRATION	Present	Salary-Increase	New Salary
Otis W. Freeman, President	\$10,000	\$600	\$10,600
Clark M. Frasier, Director Summer School & Student Teaching	7,480	480	7,960
George W. Wallace, Registrar & Director Graduate Studies	6,680	420	7,100
W. W. Force, Comptroller	6,200	400	6,600
Omer Pence, Director Place- ment, Extension & Corre- spondence	6,200	400	6,600
M. H. Surbeck, Director of Physical Plant	5,780	240	6,020
A. H. Poffenroth, Dean of Men	5,780	360	6,640
Mary Failing, Dean of Women	4,500 /	240	4,740 / apt.
Chally Chalberg, Director of Public Relations	5,400	360	5,760
ADMINISTRATIVE ASSISTANTS			
Naomi H. Wall, Secretary to the President	3,380	200	3,580
Andrew Elwick, Asst. Registrar	4,760	200	4,960
Jeanne Barton, Asst. Registrar	3,800	200	4,000
Tilford T. Wall, Supervisor of Property & Procurement	4,500	200	4,700
Marie Neal, Bursar	3,560	300	3,850
Ramond M. Giles, Alumni Secre- tary	5,400	300	5,700
LIBRARY STAFF			
Hugh M. Blair, Librarian	4,640	200	4,840
Marie Haas, Circ. Libr.	4,040	100	4,140
Ruth Riddle, Acq. Libr.	3,840	100	3,940
Edith Shaw, Act. Ref. Libr.	3,840	100	3,940
Harold F. Wells, Ref. Libr.	3,600	100	3,700
John P. Gruber, Acting Clerk	3,000	100	3,100
INFIRMARY			
Emily J. Craney, College Nurse	4,200	200	4,400
Marie Sternitzky, Asst. Nurse	3,600	100	3,700
Ella Gantz, Night Nurse	2,460	100	2,560
Charlotte Johnson, College Elementary Nurse	2,000 (½)	50	2,050(10 mos)
RESIDENCE HALL STAFF			
Eva Murle Johnson, Director	4,500 /	200	4,700 / bd. &rm
Helen Kesner, Asst. Director	3,600 /	100	3,700 / "
Annie Irving, Dir. & Couns.	2,120 /	100	2,220 / "
Rachel Berg, Dir. & Couns.	2,120 /	100	2,220 / "
Mary Newton, Dir. & Couns.	2,120 /	100	2,220 / "
E. J. Pillings, Dir. & Couns.	1,250 /	100	1,350 / apt.



EASTERN WASHINGTON COLLEGE OF EDUCATION  
September, 1952, Payroll  
(including increases)

<u>ADMINISTRATION</u>	Base Salary	Increase	Salary
Otis W. Freeman, President	\$10,000	\$600	\$10,600
Clark M. Frasier, Director of Summer Session & Student Teaching	7,480	480	7,960
George W. Wallace, Registrar and Director Graduate Studies	6,680	420	7,100
Omer Pence, Director Placement, Correspondence & Extension	6,200	400	6,600
W. W. Force, Comptroller	6,200	400	6,600
M. H. Surbeck, Director Physical Plant	5,780	240	6020
A. H. Poffenroth, Dean of Men	6,280	360	6,640
Mary Failing, Dean of Women	4,500 / apt.	240	4,740 / apt.
Chally Chalberg, Director of Pub. Rel.	5,400	360	5,760
<u>ADMINISTRATIVE ASSISTANTS</u>			
Naomi H. Wall, secretary to President	3,380	200	3,580
Andrew Elwick, assistant registrar	4,760	200	4,960
Jeanne Barton, assistant registrar	3,800	200	4,000
Tilford T. Wall, Supervisor of Prop- erty and Procurement	4,500	200	4,700
Marie Neal, Bursar	3,560	300	3,860
Ramond M. Giles, Acting Alumni Sec.	5,400	300	5,700
<u>LIBRARY STAFF</u>			
Hugh M. Blair, Librarian	4,640	200	4,840
Marie Haas, Circulation Librarian	4,040	100	4,140
Ruth Riddle, Acquisition Librarian	3,840	100	3,940
Edith Shaw, Acting Reference Libr.	3,840	100	3,940
Harold F. Wells, Reference Librarian	3,600	100	3,700
John P. Gruber, Acting Clerk	3,000	100	3,100
<u>INFIRMARY</u>			
Emily J. Craney, College Nurse	4,200	200	4,400
Marie Sternitzky, Assistant Nurse	3,600	100	3,700
Ella Gantz, Night Nurse	2,460	100	2,560
Charlotte Johnson, Elem. School Nurse	2,000	50	2,050 (½ time) (10 months)
<u>RESIDENCE HALL STAFF</u>			
Eva Murle Johnson, Director Dining Hall	4,500 /	200	4,700 / rm. & Bd.
Helen Kesner, Assistant Director	3,600 /	100	3,700 " "
Annie Irving, Director & Counsellor	2,120 /	100	2,220 " "
Rachel Berg, Director & Counsellor	2,120 /	100	2,220 " "
Mary Newton, Director & Counsellor	2,120 /	100	2,220 " "
E. J. Pillings, Director & Counsellor	1,250 /	100	1,350 / apt.



DIVISION OF EDUCATION

	Base Salary	Increase	Salary
Obed J. Williamson, Professor & Head	\$5,900	\$400	\$6,300 / 300
Amsel Barton, Assistant Professor	4,300	200	4,500
T. Earl Tilley, Assoc. Prof.	5,300	400	5,700
L. E. Patmore, Assistant Professor	4,900	200	5,100
Clayton Shaw, Assistant Professor	4,700	200	4,900
Raymond B. Whitfield, Assistant Prof.	4,700	200	4,900
Ruth Ellis, Assistant Professor	4,700	200	4,900
Margaret McGrath, Assistant Professor	4,590	200	4,790
Clara May Graybill, Asst. Prof.	4,300	200	4,500
W. H. Drummond, Instructor	4,200	100	4,300
Ramond B. Giles, Asst. Prof. (See Adm.)			
George Wallace, Professor (See Adm.)			
Clark Frasier, Professor (See Adm.)			
N. Wm. Newsom, Asst. Professor			4,800

DIVISION OF FINE & APPLIED ART

E. L. Dales, Asso. Prof. & Head	4,700 / 300	400	5,100 / \$300
J. S. Lane, Asso. Prof.	4,600	400	5,000
Loyd VandeBerg, Asst. Prof.	4,400	200	4,600
Louise Anderson, Asso. Prof.	4,600	400	5,000
Kate B. Philips, Asst. Prof.	4,300	200	4,500
Nan Wiley, Asso. Prof.	5,000	400	5,400
Esther Gingrich, Asso. Prof.	5,000	400	5,400
R. L. Hanrahan, Instructor	3,900	100	4,000
Karl Morrison, Asst. Prof.	4,500	200	4,700
Opal Fleckenstein, Acting Instr. (½)	2,100	50	2,150 (½)

DIVISION OF HEALTH, PHYSICAL EDUCATION & RECREATION

W. B. Reese, Asso. Prof. & Head(12 mo.)	7,000 / 300	400	7,400 / 300
Cecil West, Instructor (12 mo)	4,600	100	4,700
E. J. Pillings, Instructor (12 mo)	4,500	100	4,600
Richard H. Hagelin, Asst. Prof. (12 mo)	6,000	200	6,200
A. H. Poffenroth, Asst. Prof. (See Adm.)			
		10 months	
Wilfred Beard, Instructor	3,800	100	3,900
Marlys Bridgham, Instructor	3,700	100	3,800
Ruth Kriehn, Instructor	4,400	100	4,500
Antoinette Dustin, Asso. Prof.	4,600	400	5,000

DIVISION OF HISTORY & SOCIAL STUDIES

A. P. Ludwig, Professor & Head	5,800 / 300	400	6,200 / 300
Paul N. Woolf, Professor	5,500	400	5,900
Aretas Dayton, Asso. Prof.	5,300	400	5,700
E. I. Stewart, Asso. Prof.	5,400	400	5,800
Cecil Dryden, Asso. Prof.	5,100	400	5,500
Sygmunt J. Gasiorowski, Asst. Prof.	4,500	200	4,700
Frances Hyde, Asst. Prof.	4,300	200	4,500
Weston C. Wilsing, Asst. Prof.	4,500	200	4,700
Garland A. Haas, Asst. Prof.	4,400	200	4,600
Dorothy Crunk, Instructor	3,900	100	4,000
W. W. Force, Asst. Prof. (See Adm.)			

DIVISION OF LANGUAGE & LITERATURE

Graham Dressler, Professor & Head (12 m0)	\$6,780 / 300	400	7,180 / 300
Virginia Dickinson, Asso. Prof.	4,600	400	5,000
R. F. Miller, Asso. Prof. (in 12 pmts)	5,200	400	5,600
Daphne Dodds, Asst. Prof.	4,300	200	4,500
Robert N. Lass, Asst. Prof.	4,900	200	5,100
Clara Kessler, Asst. Prof.	4,300	200	4,500
Wesley Hunner, Asst. Prof.	4,300	200	4,500
Raymond Krebsbach, Asst. Prof.	(4,500)	Leave of	Absence
Louis Grafious, Asst. Prof.	4,600	200	4,800
Turner, Jeanette Cranmer, Asst. Prof.	4,100	200	4,300
Charlotte Hepperle, Asst. Prof.	4,300	200	4,500
Christine Elrod, Asst. Prof.	4,300	200	4,500
Jean Taylor, Instructor	4,100	100	4,200
Harold K. Stevens, Asst. Prof.	4,300	200	4,500
Louis Trimble, Acting Instructor	3,600	100	3,700
Mary Failing, Instructor (See Adm.)			
Chally Chalberg, Instructor (See Adm.)			

DIVISION OF MUSIC

Wm. Lloyd Rowles, Professor & Head	5,300 / 300	400	5,700 / 300
Evelyn Goodsell, Assoc. Prof.	4,900	400	5,300
Betty Kanable, Instructor	4,200	100	4,300 / 300
Robert Barnes, Instructor	(4,100)	(Leave of	Absence)
Gwendoline Harper, Asst. Prof.	4,100	200	4,300
Leo Collins, Instructor	3,900	100	4,000
Wendell Exline, Instructor	4,000	100	4,100
Larry Snyder, Instructor	3,500	100	3,600
Harold Whelan	3,900	100	4,000 Base
Otto Huttenbach	3,700	100	3,800 Base
Arthur Biehl	3,500	100	3,600 Base
Fred Hartley	3,600	100	3,700 Base
B. T. Hallgrimson, Asst. Prof.	(4,800)	Leave of	Absence

DIVISION OF SCIENCE & MATHEMATICS

Dana E. Harter, Assoc. Prof.	5,100 / \$75	400	5,500 / \$75
W. H. Tallyn, Assoc. Prof.	5,000	400	5,400
R. F. Bell, Asso. Prof.	5,300 / \$75	400	5,700 / \$75
George Stahl, Asst. Prof.	4,600	200	4,800
Dorine Guthrie, Asst. Prof.	4,700	200	4,900
A. W. Philips, Asst. Prof. --- half-time	2,100	100	2,200 (½)
F. J. Schadeegg, Assoc. Prof.	4,900 / 75	400	5,300 / 75
Harold Imus, Asst. Prof.	4,500	200	4,700
Francis Ranzoni, Asst. Prof.	4,600 / 75	200	4,800 / 75
Clarence Cross, Asst. Prof.	4,000	200	4,200
Omer Pence, Assoc. Prof. (See Adm.)			
Otis W. Freeman, Professor (See Adm.)			



COLLEGE ELEMENTARY SCHOOL

Roger W. Chapman, Asst. Prof. & Principal	5,800	200	6,000 (12 mo)
Joe Zafforoni, Asst. Prof.	(4,590)	Leave of	Absence
Mabel Pearson, Asst. Prof.	4,590	200	4,790
Hope Cullen, Asst. Prof.	4,590	200	4,790
Jane Patterson, Asst. Prof.	4,480	200	4,680
Forrest Sloan, Instructor	4,290	100	4,390
Eveus Newland, Asst. Prof.	4,590	200	4,790
Marilyn Beach, Instructor	4,100	100	4,200
Ethel VandeBerg, Acting Instructor	4,200	100	4,300
Wayne O. Hill, Acting Instructor	4,200	100	4,300
Celia Allen, Asst. Prof.	4,460	200	4,660
Dickson, Lillian, Instructor	4,290	100	4,390

CLERICAL STAFF

		MONTHLY	
Eva Lindahl, Comptroller's Office	\$240.00	8.33	248.33
Verald Davis, Mr. Surbeck's Office	210.00	8.33	218.33
Viola Lincecum, cashier	200.00	8.33	208.33 to Dec. 1
Paula Thomas, Comptroller's Office	170.00	8.33	178.33
Nance' Waller Nelson, Comptroller's Off.	170.00	8.33	178.33
Pauline Carpine, Comptroller's Office	160.00	8.33	168.33
Myra Sue Kelley, Frasier & Wallace Off.	180.00	8.33	188.33 9/15
Mabel Sturman, Education Office	200.00	8.33	208.33
Phyllis Wright, Elementary School	175.00	8.33	183.33
Joy Trescott, Placement Office	173.00	8.33	183.33
Janice Edwards Gesche, Extension Office	160.00	18.33	178.33
Marjorie Minnich, Dr. Dressler's Office	170.00	8.33	178.33
Ramona Wagoner, Registry Office	175.00	8.33	183.33
Marian Gibson, Mimeograph Office	175.00	8.33	183.33
Elaine Migvar, Dean's Office - ½ time	75.00	4.16	79.16
Barnell Sinn, Dean's Office - ½ time	75.00	4.16	79.16
Marilyn Bauer, Athletic Office - ½ time	85.00	4.16	89.16
Grace Trescott, Registry Office	165.00	8.33	173.33 9/10

MAINTENANCE STAFF

Mrs. Ellen Steiner, janitress	191.66	8.33	200.00
Mrs. Bessie Moore Dobie, supervisor	200.00	8.33	208.33
Mrs. Helen Skow, janitress	150.00	8.33	158.33
P. A. Billesbach, custodian	256.66	8.33	265.00
Paul Brown, carpenter	306.66	8.33	315.00
G. W. Heath, janitor	246.66	8.33	255.00
Wm. F. Bryan, Bldg. Supv.	281.66	8.33	290.00
August Okerstrom, custodian	241.66	8.33	250.00
H. S. Hatch, custodian	241.66	8.33	250.00
Velmer Byrum, Bldg. Supv.	251.66	8.33	260.00
Al Ramsey, Bldg. Supv.	281.66	8.33	290.00
Paul Delabarre, Engineer	356.66	8.33	365.00
Lloyd Storlie, Grounds Foreman	350.00	8.33	358.33
Warren Steen, Electrician	275.00	8.33	283.33
Max Pierce, Carpenter-painter	296.66	8.33	305.00
Harry D. Allen, painter	250.00	8.33	258.33

to 283.33 October 1



# MAINTENANCE (Cont'd)

Delbert Hardie, carpenter	291.66	8.33	300.00
Joe Cosselman, nightwatchman	236.66	8.33	245.00
G. B. Heinbigner, fireman	256.66	8.33	265.00
Cecil Judd, fireman	256.66	8.33	265.00
Emmet Rice, fireman	256.66	8.33	265.00
J. E. Mackey, groundsman	246.66	8.33	255.00
Elmer Tiedt, groundsman	236.66	8.33	245.00
Joe Tiedt, groundsman	236.66	8.33	245.00
Roy Lotte, groundsman	236.66	8.33	245.00
James Bramble, groundsman	210.00	18.33	228.33
Walter Judd, gardener	256.66	8.33	265.00
Richard Boyes, journeyman plumber	251.66	8.33	260.00
Walter Rupp, janitor	210.00	18.33	228.33
Harve L. Jordan, janitor	200.00	18.33	218.33
Lloyd Virtue, Carpenter foreman	350.00	8.33	358.33
Donn M. Steen, printer	350.00	8.33	358.33

Wm. D. Weaver, Assistant in Psychology

\$90.00 per month for nine mos.

Statement of State Appropriation and Estimated Unexpended  
Balance

SALARIES & WAGES 83-1

Appropriation - - - - - \$1,425,950.00

Less: Actual Expenditures 7-31-52 \$897,234.13

Regular Payroll - August 34,573.77

Estimated Student Payroll  
for August

2,500.00

934,307.90

Unexpended Balance

491,642.10

Beginning September 1st

Regular payroll 58,913.29

Estimated Student Payroll 4,800.00

Payroll per month 63,713.29

63,713.29 x 7 months 445,993.03

1 - \$10.00 increase 4 mos. 40.00

1 - 25.00 increase 6 mos. 150.00

446,183.03

Estimated unexpended balance

45,459.07